

**DEPARTMENT OF MENTAL HEALTH & ADDICTION SERVICES**

**JOB OPPORTUNITY  
CLINICAL SOCIAL WORKER ASSOCIATE**

**\*\*THIS IS A HAZARDOUS DUTY POSITION\*\***

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public

**Location:** CONNECTICUT VALLEY HOSPITAL - WHITING FORENSIC DIVISION - WHITING SERVICE - UNIT 4  
EXTENDED TREATMENT - MIDDLETOWN, CT

**Job Posting No:** CV25144

**Hours:** 1<sup>st</sup> shift ~ Monday through Friday ~ 8:00 a.m. to 4:00 p.m. ~ 37.5 hours weekly

**Salary:** \$65,673.00 Annually

**Closing Date:** August 9, 2012

**Duties may include but not limited to:** Develops a complete Psychosocial History and Assessment, Social Work Treatment Plan and preliminary discharge plan; completes Psychosocial History and Assessment Addendum when additional information is obtained in order to provide a more comprehensive assessment; obtains releases for collateral information as documented in medical record; conducts highly skilled and insightful interviews to gather historical, emotional and clinical information; documenting results in the medical record; documents consistent assessment of possible trauma abuses and/or neglect; documents evidence of psychosocial risk factors; documents comprehensive discharge and/or aftercare plan reflecting the patient's need and evidence of collaborative planning with community service providers; attends and effectively provides clinical leadership to the treatment planning meetings; attends case conferences; actively participates in morning meetings; assists patients in obtaining tangible services by encouraging each patient to complete as much of the required activity as possible within their individual capacities completing only those activities requiring staff completion-- those of which a patient is incapable; demonstrates integration of the discharge process into the master treatment plan and/or treatment plan reviews; provides ongoing clinical services to patient; provides ongoing skilled clinical intervention to patients and families throughout hospitalization; provides patient and family education as part of treatment planning. acts as a liaison with community agencies and service providers, families and groups; documents ongoing contact with community agencies for treatment and discharge planning coordination in medical record; performs related duties as required.

**Eligibility Requirement:** State employees who possess the general and special experience and training, currently hold the above title or those who have previously attained permanent status in the above title may apply.

**General Experience and Training:** One year of experience as a licensed clinical social worker.

**Special Requirements:** Incumbents in this class must possess and retain a license to practice clinical social work pursuant to Sec. 20-195 (m) through (r) of the Connecticut General Statutes; Incumbents in this class may be required to be a certified Substance Abuse/HIV Supervisor; Incumbents in this class may be required to travel.

**Working Conditions:** Incumbents in the class may be exposed to some risk of injury from assaultive and/or abusive clients.

**Note:** Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

**Application Instructions:**

Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

**To be considered for this position:**

1. **DMHAS employees who are lateral transfer candidates** (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

**PLEASE SEND APPLICATIONS TO:**  
Doreen Clemson, Human Resource Associate  
CONNECTICUT VALLEY HOSPITAL  
P.O. BOX 351  
MIDDLETOWN, CT 06457  
FAX: (860) 262-5055  
E-Mail: [doreen.clemson@ct.gov](mailto:doreen.clemson@ct.gov)

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at [www.ct.gov/dmhas/employmentopportunities](http://www.ct.gov/dmhas/employmentopportunities)

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply. P-1